

2019 ADS Question Guide

Questions		Programs	Additional Context and Comments
1.	Is your program on the semester or quarter system?	All Programs	Select "Not Applicable" if the program does not use either the semester or quarter system.
2.	What is the number of units required for completion of the program?	All Programs	The number of units for program completion does not include the number of units needed to earn a degree. It is the number of units required in order for newly enrolled candidates to complete all program requirements and be recommended for the credential or authorization. If the program does not operate in a unit based environment, enter 0.00 for this question.
3.	In months, what is the expected length of the program for full-time candidates?	All Programs	The definition for full-time is at the discretion of the institution. The Commission is interested in understanding how long, in months, it is expected to take for candidates to finish the program when enrolled on a full-time basis. For Induction programs, two years should be entered as 20 months.
4.	In months, what is the expected length of the program for part-time candidates?	All Programs	The definition for part-time is at the discretion of the institution. The Commission is interested in understanding how long, in months, it is expected to take for candidates to finish the program when enrolled on a part-time basis. If no candidates complete your program in a part-time process, enter 0.00. For induction programs, the time basis of the candidate's employment (Part-Time/Full Time) is not relevant to this question.
5.	What is the total number of hours of clinical practice required?	All Programs	See Common Standard 3, page 4. For Induction programs, the clinical practice hours are the time the candidate works with the mentor or coach.
6.	Out of the mandated total 600 clinical practice hours, what is the number of student teaching hours required?	Preliminary Teaching	For additional information, see Clinical Practice Guidance (September 2017).
7.	What is the number of fieldwork hours required for interns prior to internship?	Preliminary Teaching	Intern Pathway Report ONLY: Fieldwork includes observation, small group teaching, and one on one tutoring.
8.	Does the program require demonstration of basic skills for admission?	Selected Programs	Please answer Yes if the demonstration of basic skills, whether an attempt or passage, is required for admission.
9.	Does the program require demonstration of subject matter for admission?	Preliminary Teaching	Please answer Yes if the demonstration of subject matter, whether an attempt or completion, is required for admission.
10.	What is the required minimum GPA for admission, if specified?	All Programs	The required minimum GPA for admission into the program. Enter "0.00" if no minimum GPA is required for admission.
11.	Out of all applications received, what percentage of applicants were admitted?	All Programs	Calculate the number of applicants that were actually accepted out of the total received for the reporting year. It is at the institution's discretion on whether the percentage includes partial or only complete applications received.

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12.	What is the number of supervisors working with enrolled candidates?	Preliminary Programs	Count the number of supervisors who work with newly enrolled candidates for the current reporting year.
13.	What is the number of master teachers who worked with candidates in their final student teaching placement during the prior academic year?	Preliminary Teaching	This data will be used to calculate the response rate for the Master Teacher Survey.
14.	What is the number of mentors/coaches working with enrolled candidates?	Induction	Count the number of mentors/coaches who work with newly enrolled candidates for the current reporting year.
15.	What is the number of new candidates who have satisfied basic skills at admission?	Preliminary Teaching	Count the number of newly enrolled candidates who have met the institution's basic skills requirement at admission.
16.	What is the number of new candidates who have satisfied subject matter at admission?	Preliminary Teaching	Count the number of newly enrolled candidates who have met the institution's subject matter requirement at admission.
17.	What is the mean GPA of new enrolled candidates at program entry?	Preliminary Teaching	The mean GPA for the current cohort (new enrollees accepted into the program for the current reporting year). For induction programs or other programs that do not collect candidate GPA, enter "0.00" in the required field.
18.	What is the number of candidates who are in first year of teaching/leading?	Induction	Count the number of candidates who are in their first year of teaching or leading for the current reporting year.
19.	What is the number of teachers, serving on a Preliminary credential, teaching in private schools?	Teacher Induction	
20.	What is the number of candidates who received their preliminary preparation out of country?	Teacher Induction	To understand how many candidates in Induction were prepared outside the United States.
21.	What is the number of candidates who received their preliminary preparation in a U.S. state other than California?	Teacher Induction	To understand how many candidates in Induction were prepared in another state.
22.	Enrollment <ol style="list-style-type: none"> Total number of enrolled candidates (head count) Number of new enrolled candidates Number of new enrolled candidates holding a General Education credential Number of new enrolled candidates holding a Special Education credential Number of new full-time candidates Number of new part-time candidates Number of continuing candidates Number of continuing full-time candidates Number of continuing part-time candidates 	All Programs Except c. and d. apply only to Teacher Induction	<ol style="list-style-type: none"> Add up all candidates who were enrolled in the specific program for any part of the reporting year. Total number of candidates who began the specific program in the reporting year. This will be a subset of a. New candidates who are moving through the specific program and are doing so on a full time basis. This will be a subset of b. New candidates who are moving through the specific program on a part-time enrolled basis-this is defined by the institution. Also a subset of b. It is hoped that e and f totaled will equal b. These are candidates who began the specific program prior to the reporting year. They are NOT new in the reporting year. This is a subset of a minus b.

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			<p>h. Total number of continuing candidates who are moving through the program on a full time basis. This is a subset of g.</p> <p>i. Total number of continuing candidates who are moving through the program on a part time basis. This is also a subset of g. It is hoped that h and i totaled will equal g.</p>
23.	Number of new candidates by gender a. Female b. Male c. Nonbinary d. Decline to State Gender	All Programs	Per SB 179 , the Gender Recognition Act, individuals have the ability to select female, male, nonbinary or decline to state their gender. If you do not have all this information for 2019, enter 0.00 for the missing data.
24.	Number of new candidates by sexual orientation a. Heterosexual/Straight b. Gay or Lesbian c. Bisexual d. Not sure e. Other f. Decline to State Sexual Orientation	All Programs	Per AB 677 , the Commission is required to collect sexual orientation data when demographic data is collected. Candidates may decline to state their sexual orientation. If you do not have this data, you may enter "0.00" in the required field the first year. For additional information, see Coded Correspondence 19-03 .
25.	Number of new candidates by race/ethnicity a. American Indian or Alaska Native b. Asian (Chinese, Japanese, Korean, Vietnamese, Asian Indian, Laotian, Cambodian, Filipino, Hmong) c. Black or African American d. Hispanic/Latinx (of any race) e. Native Hawaiian or Pacific Islander (Guamanian, Samoan, Tahitian) f. White g. Two or more races h. Decline to State Race/Ethnicity	All Programs	
26.	Regarding those candidates who completed the program in the prior academic year: a. What is the number of program completers from the prior academic year? b. What is the number of candidates who completed the program within the expected length of the program? c. What is the number of candidates who completed the program within the year following the expected length of the program? d. What is the number of candidates who completed the program more than one year following the expected length of the program?	All Programs	<p>Count the number of completers who were recommended for a credential for the prior academic year. It will include all candidates who completed the prior year regardless of when they were enrolled.</p> <p>Of the total number of program completers, count the number of candidates who completed the program on time.</p> <p>Of the total number of program completers, count the number of candidates who completed the program within one year of the expected length of program (will complete this current academic year).</p> <p>Of the total number of program completers, count the number of candidates who completed the program more than one year following the expected length of program (will complete next academic year).</p>

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27.	<p>Regarding those candidates who left during the prior academic year without completing the program:</p> <ul style="list-style-type: none"> a. What is the number of candidates who left the program voluntarily? b. What is the number of candidates who were counseled out? 	All Programs	<p>The candidate made the decision to leave before the conclusion of the program (Source: Data Terms Glossary).</p> <p>A candidate who was dismissed or withdrew from a program prior to its completion due to the lack of adequate progress. The candidate received advice and guidance regarding the program requirements and on his/her demonstration of the knowledge, skills and abilities required of the credential being sought and the program determined that the candidate was not making adequate progress (Source: Data Terms Glossary).</p>